

DEVELOPMENT ADVISORY COMMITTEE MINUTES

The Development Advisory Committee (DAC) met on Wednesday, October 15, 2014 at 9:00 a.m. in the Second Floor Conference Room, 220 South Main Street, Bel Air, Maryland. The meeting was chaired by Moe Davenport, Department of Planning and Zoning.

The following members were in attendance:

Len Walinski	Health Department
Robin Wales	Department of Emergency Services
Bill Snyder	Harford County Fire/EMS
Mike Rist	DPW Engineering
Darryl Ivins	DPW Water & Sewer
Mark Logsdon	Sheriff's Office
Rich Zeller	State Highway Administration
Patrick Jones	Harford Soil Conservation District

Also in attendance were:

Bob Capalongo, CNA Inc.	Betty Byrne
C. Dudley Campbell, Baystate Land	Henry Mast
Patrick Craig	Harold Burton
F.A. Deems	Gloria Moon
Dwight Deems	

Moe Davenport, of the Department of Planning and Zoning, welcomed everyone to the meeting. He explained there were two plans on the agenda. Mr. Davenport explained that a brief presentation will be given by the consultant for the project. The DAC members will give their comments on the project. The meeting will then be opened up for anyone in attendance that may have questions or comments. If anyone has questions that are not answered, there are information request forms that can be filled out and submitted to the Department of Planning and Zoning and they will be responded to in writing. There is an attendance sheet circulating for everyone to sign. If a correct address is given, a copy of the minutes will be mailed or e-mailed. The minutes will also be published to the Department of Planning and Zoning's website.

900 PULASKI HIGHWAY – ANDERSON HARDWARE

Located on the north side of Pulaski Highway (Route 40); west of Mountain Road (Route 152). Tax Map 65; Parcel 676. First Election District. Council District B. Planner Shane.

Plan No.	S14-115	Construct retail hardware store & mini-warehousing; 2.31 acres; B3.
Received	09-17-14	S. H. Anderson and Sons; Bay State Land Services, Inc.

Dudley Campbell of Baystate Land Services presented the plan. The plan proposes redevelopment of the site which was consumed by fire a few years ago. It was deemed uninhabitable and has been demolished. The plan proposes an 18,000 sf building with two floors of retail space. There are some ancillary uses on the property for self-storage space. Traffic patterns will remain the same as what was present with Anderson Hardware and the property will be brought up to the 2001 Stormwater Management regulations. The plan is to use the existing water and sewer services and, depending on the final architecture of the building, the meter may be

inside or outside. The utilities will be upgraded to current standards.

Emergency Services - Robin Wales

Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers responding to a call for help. Buildings that are greater than 5,000 sf, higher than 50 ft, contain underground storage or parking and are constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 800 MHz amplifier. The Department of Emergency Services will test coverage in the facility once construction is finished. Call 410-638-4900 for assistance.

The proposed building must display 10"-12" address numbers and letters. The address must be clearly visible from Pulaski Highway (US40).

The Department must have a list of at least three emergency contacts for notification, response and securing purposes.

Volunteer Fire and E.M.S. – Bill Snyder

For all new or altered buildings with an automatic sprinkler system or a supervised, automatic fire detection system, a Knox Box must be installed per NFPA 1, Part III, 3-6. They shall be keyed for the Joppa-Magnolia Volunteer Fire Company: 410-676-0888.

It is recommended that the locked fence/gate have a Knox Pad Lock added to allow emergency access to buildings in the rear of the property. The pad lock shall be keyed for the Joppa-Magnolia Volunteer Fire Company: 410-676-0888.

Harford Soil Conservation District – Patrick Jones

Concept stormwater management plans have been submitted and reviewed.

An adequate sediment and erosion control plan must be approved before the issuance of a grading permit. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase. The new 2011 Maryland Standard and Specifications for Soil Erosion and Sediment Control must be utilized.

An NOI permit is required from MDE when a project disturbs more than one acre. Please contact MDE about the NOI permit process.

Health Department – Len Walinski

The site is serviced by public water and sewer.

Any buildings to be razed will require a demolition permit that is secured through the Department of Planning and Zoning. All aspects of the demolition work must be reviewed, approved and completed to the satisfaction of the Health Department. This includes, but is not limited to, the abandonment of any wells and septic systems, monitoring wells, the management of asbestos, hazardous materials, solid wastes, and the removal of underground storage tanks. All documentation concerning the demolition work must be forwarded to the Health Department. If

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there are any questions concerning the demolition work, please contact Mr. Joe DeLizia or Mr. Rich Gordon of the Health Department's Air/Waste Division. They can be reached at 410-877-2335 or 410-877-2326.

The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

Appropriate comments from the Health Department will be provided at the time of the building permit or tenant/occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

Water and Sewer – Darryl Ivins

The following comments shall be included as conditions of Site Plan approval for the above-described project:

The existing unused water service shall be abandoned at the main as part of the utility work to be performed under the Commercial Application.

The configuration of the utilities on the site plan requires the use of a water meter setting inside the building. If an inside water meter setting is proposed, the property owner must execute an Inside Meter Agreement which will be prepared by the Division of Water and Sewer for the ownership and maintenance of the metering equipment. This agreement shall be executed concurrent with the Commercial Service Application. If an outside meter is proposed, the meter vault must be placed in an easement outside of the road right of way in a grassed area. The deed for the water meter vault easement must be prepared by the developer, reviewed and approved by the County and recorded before a building permit will be issued for the new structure.

The Commercial Service Application Number 19784 must be added to the title block of the site plan submitted with the Application for approval.

Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. Contact Ms. Patti Bankert of the Division of Water and Sewer New Connection Services at 410-638-3300 x1467 for additional information.

Trees may not be placed within the drainage and utility easements or the SHA road right-of-way within fifteen feet (15') of existing or proposed utilities. The Division of Water and Sewer must have an opportunity to review the landscaping plan before it is approved by the Department of Planning and Zoning, to verify that this condition has been met. Approval of the Commercial Application for this project will not be granted until the landscaping plan is acceptable to the Division of Water and Sewer.

DPW – Engineering – Mike Rist

A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications at set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.

Stormwater management must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.

A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.

A final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.

Maintenance of the stormwater management facility (ies) is (are) the responsibility of the lot owner(s).

Sheriff's Office – Mark Logsdon

No comment.

State Highway Administration – Rich Zeller

An access permit will be required to construct a commercial entrance and road improvements to this site on US 40. The following criteria will apply and must be reflected on future plan submittals:

SHA will require that the proposed entrance be centered opposite the existing median crossover on US 40. The proposed entrance width must be a maximum of 35' with 30' curbed radii. SHA has determined that the one full movement commercial entrance is adequate to serve this site. The proposed right-out entrance should be removed from the plans.

All curb and gutter within SHA right of way must be 8" Type 'A' curb and gutter MD 620.02. The area that will be utilizing the SHA full depth pavement section must be shaded from the edge of the existing travel lane for the entire length and width of the existing shoulder along this property frontage and back to the radius returns within the entrance. The following pavement section shall be utilized and noted on the plans:

2" Hot Mix Asphalt Superpave 12.5mm for Surface, PG-64-22, Level 2

6" Hot Mix Asphalt Superpave 19.0mm for Base, PG-64-22, Level 2 (2-3" lifts)

12" Base Course using Graded Aggregate (2-6" lifts)

The Access Management Division Plan Review Checklist needs to be utilized in drafting the SHA improvement plans. The checklist can be accessed at www.roads.maryland.gov by selecting the Business Center drop down menu and Permits and Miss Utility Information, Access Permits, Commercial/Industrial/Residential Subdivision Access Permit, Plan Submittal Checklist. Please include a copy of the completed checklist with the next submittal. The checklist can also be accessed directly at: <http://www.roads.maryland.gov/ohd2/Plan-check-list.pdf>.

The SHA Business Standards and Specifications, which include many of the standards, specifications, and other information that projects should follow for the plans, related to a

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development and access permit project design and construction. This information can be accessed directly at <http://www.roads.maryland.gov/Index.aspx?PageId=689&d=5>.

The SHA Access Manual can be accessed at www.roads.maryland.gov by selecting the Business Center drop down menu and Permits and Miss Utility Information, Access Permits, Commercial/Industrial/Residential Subdivision Access Permit, State Highway Access Manual. The policy can also be accessed directly at <http://www.roads.maryland.gov/Index.aspx?PageId=393>.

Please submit seven sets of design plans reflecting the proposed frontage improvements, a CD containing the plans and supporting documentation in PDF format directly to Mr. Steven Foster, attention of Mr. Richard Zeller. Please reference the SHA tracking number of future submissions. Please keep in mind that you can view the reviewer and project status via SHA Access Management Division web page at <http://www.roads.maryland.gov/pages/amd.aspx>.

Mr. Campbell noted that the traffic to the site will be retail associated and not tractor trailer traffic as was associated with the former hardware store. He and Mr. Zeller discussed the site entrance and channelization.

Department of Planning and Zoning – Shane Grimm (presented by Moe Davenport)

There was a concern with one red oak shown on the landscape plan in relation to the overhead power lines.

Comments were invited from the public.

Gloria Moon, representing the Joppa/Joppatowne Community Council, expressed support for the project and was hoping to see it return to a hardware store.

Betty Byrne expressed how the property had always been a good neighbor and also said how much she missed the hardware store.

2214 & 2218 OLD EMMORTON ROAD

Located between Emmorton Road (Route 924) and Old Emmorton Road. Tax Map 56; Parcels 78 & 236. First Election District. Council District C. Planner Shane.

Plan No. P14-109 Create five residential lots; 56.282 acres; AG.

Received 09-03-14 Edward & Jean Callary/CNA, Inc.

Bob Capalongo of CNA represented the plan. Mr. Capalongo asked if anyone in the audience needed a presentation. There were no requests; the DAC members provided their comments as follows:

Emergency Services - Robin Wales

The proposed building shall be addressed 2214 Old Emmorton Road.

Public safety wireless radio communications inside a building is essential to the safety of those occupying the structure as well as fire, law enforcement and emergency medical providers

responding to a call for help. Buildings that are greater than 5,000 sf, higher than 50 ft, contain underground storage or parking and are constructed of materials that impede wireless radio signals that may adversely affect the response of public safety providers. Please consider including wiring, electrical connections and other infrastructure that may be needed for an in-building 800 MHz amplifier. The Department of Emergency Services will test coverage in the facility once construction is finished. Call 410-638-4900 for assistance.

The proposed building must display 10"-12" address numbers and letters. The address must be clearly visible from Old Emmorton Road.

The Department must have a list of at least three emergency contacts for notification, response and securing purposes.

Volunteer Fire and E.M.S. – Bill Snyder

Mr. Snyder asked about the intended use of the building. Mr. Capalongo responded it would be a mix of medical, dental and professional office space.

For all new or altered buildings with an automatic sprinkler system or a supervised, automatic fire detection system, a Knox Box must be installed per NFPA 1, Part III, 3-6. They shall be keyed for the Bel Air Fire Department: 410-638-4400.

Usage of non-combustible landscaping directly next to the buildings is recommended. Traditional, wooden mulch increases the likelihood of nuisance fires from outdoor smoking.

Harford Soil Conservation District – Patrick Jones

Concept stormwater management plans have been submitted and reviewed.

An adequate sediment and erosion control plan must be approved before the issuance of a grading permit. The sediment and erosion control plan must be integrated with the SWM strategy at the design phase. The new 2011 Maryland Standard and Specifications for Soil Erosion and Sediment Control must be utilized.

A portion of the site is in the Tier II watershed and some extraordinary measures may be needed.

An NOI permit is required from MDE when a project disturbs more than one acre. Please contact MDE about the NOI permit process.

Health Department – Len Walinski

The site is serviced by public water and sewer.

The owner/developer is reminded that during the development of this project when soil moisture conditions are low, measures must be implemented to prevent the generation of dust until a permanent vegetative cover is established and all paving is completed.

If the office/commercial building is occupied by dental/medical offices, certain permits and registrations are required from the Maryland Department of the Environment.

Facilities that generate medical waste require that the facility choose a licensed medical waste hauler and that the waste hauler obtain an EPA identification number for that particular

facility. If there are any questions regarding the EPA identification number, the facility should contact the Hazardous Waste Program at 410-537-3356.

Facilities that conduct X-rays are required by MDE Air and Radiation Management Administration to be registered. If there are any questions regarding this registration, the facility should contact the Radiological Health Program at 410-537-3193.

Appropriate comments from the Health Department will be provided at the time of the building permit or tenant/occupancy permit. It is the responsibility of the owner/operator to be aware of any regulatory requirements for the proposed use and for obtaining appropriate permits.

DPW – Water and Sewer – Darryl Ivins

A new series of this plan is required to address the following comments, concerns and/or requirements of the Department of Public Works, Division of Water and Sewer, on the above described project:

Since the proposed use of this building is not yet known, the meter setting and backflow preventer may be required to be placed within the building instead of in an outside meter vault as shown.

The existing water service to these parcels is located on MD Route 924. It must be abandoned at the main in accordance with Harford County requirements as part of the utility work for this project.

The proposed easement for the water meter shall be dedicated to Harford County prior to approval of the Commercial Application. If the easement is dedicated by a deed, a plat and deed of easement shall be prepared by the property owner, using the standard Harford County format. When it is prepared, it must be submitted to the Division of Water and Sewer for review. The final approved copy of the easement document must be submitted to the county before a building permit may be approved for this project.

A clean out shall be placed on the sewer service at the edge of the road right of way. Show the proposed clean out on the next series of this plan.

There are two existing sewer services to this parcel. One of them must be reused to serve the proposed building. The unused service shall be abandoned in accordance with standard county procedures as part of the utility work for this project. The next series of this plan shall show the existing sewer services and which one will be reused and which one will be abandoned. The configuration of the sewer service to the proposed building must also be adjusted accordingly.

The Commercial Service Application Number 19785 must be added to the title block of the site plan submitted with the Application for approval.

Any sewer cleanouts that are located within the paved area shall be installed using the County cleanout in paving detail S-28. The detail shall be shown on the utility plan and referenced on the plan and/or profile drawing.

The construction contract numbers for the existing utilities shall be shown on the drawing submitted with the Commercial Application.

A Commercial Service Application must be completed by the owner and approved by Harford County before a building permit will be issued for this project. Contact Ms. Patti Bankert of the Division of Water and Sewer New Connection Services at 410-638-3300 x1467 for additional information.

Trees may not be placed within the drainage and utility easements or the SHA road right-of-way within fifteen feet (15') of existing or proposed utilities. The Division of Water and Sewer must have an opportunity to review the landscaping plan before it is approved by the Department of Planning and Zoning, to verify that this condition has been met. Approval of the Commercial Application for this project will not be granted until the landscaping plan is acceptable to the Division of Water and Sewer.

DPW – Engineering – Mike Rist

A sediment control plan and a grading permit will be required for the development of this site. Sediment controls are to be designed to the specifications as set forth in the Maryland Standards for Erosion and Sediment Control, latest edition.

Stormwater management must be provided in accordance with the 2000 Design Manual as amended by Supplement 1.

A stormwater management concept plan has been submitted for review and must be approved prior to preliminary plan approval. Comments must be addressed on subsequent stormwater plan submittals.

The final stormwater management plan shall be approved prior to the issuance of a grading permit. A stormwater management permit is required prior to the issuance of a building permit.

Maintenance of the stormwater management facility (ies) is (are) the responsibility of the lot owner(s).

All pavement striping and traffic control signs shall conform to the Manual on Uniform Traffic Control Devices and State Highway Administration Supplement.

A utility permit will be required for the construction of the water and sewer connection within the County right of way.

Road improvements are required along Old Emmorton Road. Construction shall include one half of a 30' wide closed section roadway with sidewalks. The entrance shall be 35' wide with 25' curb radii. The island should be eliminated in the entrance.

Road plans will need to be approved and a Public Works Agreement will need to be executed prior to the issuance of building permits for the site.

A 30' right of way dedication is required along Old Emmorton Road if a plat is to be recorded.

A traffic impact analysis has been submitted for review. Comments will be forwarded to Planning and Zoning.

Mr. Capalongo asked if the island could remain with bollards around it. There is a telephone pole there which could be difficult to relocate.

Mr. Rist responded that there will be some widening required along the road. He directed Mr. Capalongo to discuss the plans and pole with either Mr. Stratmeyer or Ms. Banigan of his office.

Sheriff's Office – Mark Logsdon

Mr. Logsdon confirmed with Mr. Capalongo that Old Emmorton Road was the only ingress/egress for the project and did not have other access between properties.

State Highway Administration – Rich Zeller

SHA has no objection to preliminary plan approval as access is to a county road.

SHA is currently reviewing the traffic impact study (TIS) prepared for this development. When comments become available, they will be forwarded to all interested parties. Should an off-site road improvement be required to a state road or intersection in order to satisfy the Harford County Adequate Public Facilities Ordinance (APFO), that improvement would be subject to the review and approval of SHA, and an access permit would be required for the construction of the improvement. The SHA requests that the County withhold approval of the site plan until the review of the TIS is complete, and all required improvements have been determined.

Mr. Capalongo asked when the review may be done. Mr. Zeller replied it would probably be within a week or so. It generally takes between 30-45 days to review. Mr. Zeller also provided the online link to track the review.

Mr. Capalongo asked Mr. Rist about the timing of the Stormwater review.

Mr. Rist replied there was a 30 day turnaround. Comments should be provided shortly.

Department of Planning and Zoning – Shane Grimm (presented by Moe Davenport)

Parcels 78 and 236 shall be combined into one parcel. A preliminary plan shall be submitted for review and approval. Typically that may be done with an abbreviated process. Mr. Capalongo should contact Mr. Ivins prior to submitting the plat to discuss easements. Mr. Rist added that the stormwater plan will need to be complete to show those easements also.

The landscaping plan shall be revised to add the Owner's Statement which shall be signed prior to Site Plan approval. Additional planting/screening shall be provided around the dumpster enclosure.

The Forest Conservation Plan is acceptable to the Department of Planning and Zoning.

The Traffic Impact Analysis (TIA) has been reviewed. The improvement identified in the TIA has recently been bonded. The MD 924/Wheel Road intersection should be re-analyzed with the proposed trip generation by the Park Avenue at Bel Air Lot 3, Medstar development. The updated analysis should include a revised queuing analysis. This information has been provided to the traffic engineer as well.

There were no additional comments from the public.

Meeting adjourned at 9:29 a.m.